

T/IX/M-6
23 December 1964UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATION

TASK TEAM IX - ADP SYSTEMS LIBRARY

Minutes of the Sixth Meeting, 16 December 1964Members or Their Representatives Present

25X1A DIA - [REDACTED] Chairman
CIA - [REDACTED]
STATE - Mr. Alonzo J. Covel
25X1A NSA - [REDACTED]
AIR FORCE - Lt. Col. Robert R. McAnaw
25X1A CSS - [REDACTED] Secretary

Others Present

None

1. The Chairman opened the meeting by asking for any corrections to the minutes of the last meeting. A consideration of paragraph 2 of those minutes prompted a discussion of the Team's interpretation of the discussion paragraph in the Terms of Reference relative to what should be included in the information on data files to be supplied by various agencies. The considerations described in paragraph 2 of the last minutes were covered again in some detail by the Team. Several suggestions for adding phrases to the pertinent pages of the Terms of Reference were considered but finally rejected by the Team. It was generally agreed that with appropriate understanding, the sentences in the discussion paragraph in the Terms of Reference adequately described the kind of files the Team intends to consider. There were no suggested corrections to the minutes so they were approved as written.

2. The Team next considered the proposed instructions for the USIB ADP Systems Library as submitted by the Chairman at the last meeting and quickly decided to focus attention on the information required by the proposed instructions. In preparation for this discussion, the Chairman had prepared a draft of Format 1 - File Description Elements; the CIA representative had prepared a list of proposed elements for Format 2 -

Group X
Excluded from automatic
downgrading and
declassification.

- 2 -

Program Description; and the NSA representative had prepared a list of proposed elements for Format 3 - Hardware Descriptions. These listings, which were distributed to each member, had been prepared with consideration given to the list proposed by USIB Directive S-13.1/4, the list that is part of the proposed DIA Instruction and the suggested list proposed several meetings ago by the CIA representative. The Team then discussed the relationship between the various elements as found in the proposed DIA Instruction versus those now being proposed in Formats 1, 2 and 3, and again concluded that it would be feasible to include the elements of the various formats now being considered as a logical subset of the reporting elements being developed by the DIA deliberations in this area. One problem area was isolated: the case where an element might be required in the USIB reporting system that is not required in the DIA reporting system. [REDACTED] of DIA raised an example of the reverse situation: the case where the data description element is required by the DIA reporting system but is missing in the file description format under consideration by the Team. It was pointed out, however, that this data description element might well be very similar to item 12 of format 1, file description. This point was left to be decided at a later time.

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3. The Team briefly discussed several obvious errors that needed correcting in the three drafts, and also considered briefly the security classification categories, the unique file identifier codes, the code lists that may need revision to back up several of the file description elements, and the date codes of element 10, Format 1. It was agreed by the Team that consideration should be restricted to the content of the various elements under discussion and that the actual format might best be decided by the DIA people who will be required to provide the ADP support.

4. The group concluded that no final decisions could be made at this meeting on the three papers submitted. Therefore, the Chairman requested that all members consider the three papers submitted and come prepared with written comments and/or changes at the next meeting. In addition, members were requested to carefully consider and come prepared with written suggestions on the adequacy of or the needed changes to the code lists, 1-4, as found in the DIA proposed instruction so that these may be used in the USIB instruction. These code lists are as follows: list 1, organizational codes; list 2, intelligence activity codes; list 3, equipment models code, (the DIA representative has already added to this list in his hardware description); list 4, computer languages code. List 2 was taken from the existing codes as provided by BOB, and it was felt by the group that a continued interaction between the BOB group and this Team on this list would be desirable.

5. The Team considered briefly the subject of color coding for magnetic tapes. The Chairman requested the members to add a short sentence to the memorandum for the record on this subject (submitted to the members at the last meeting) indicating that a DIA change has been

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- 3 -

published which allows degaussed tapes to be handled as unclassified providing individual tape anonymity is maintained. The DIA instruction number is 65-3A. The consensus of the Team was that just those tape reels that are being transferred between agencies should be considered, and that on this basis, it should be reasonably easy to agree on a group of standard color codes.

6. The Team adjourned by agreeing to meet again on 18 January 1965 at 0930 hours at the CIA Headquarters.

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Secretary

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